

## KY ALTERNATE ASSESSMENT CODE OF ETHICS

The following assessment guidelines must be adhered to. Failure to do so may result in an allegation.

- **Professional Ethics:** No test preparation practice shall violate the ethical standards of the education profession in 704 KAR 20:680.  
Examples of practices that are in violation of this Administration Code include: (a) engaging students in activities that have no link to instruction or do not positively contribute to students' overall well-being (e.g., establishing punitive consequences related to testing which result in students being excluded from educational opportunities); (b) making content area specialists or other resources not provided for in the administration manuals available to address students' questions during testing; and (c) re-ordering the test sequence
  - *Work samples for the portfolio must be pulled from daily instruction and should not be done solely for the purposes of assessment.*
  - *Attainment Tasks can be administered in small sections, taking a break as needed.*
  - *Attainment Task must be administered with a substantial break in between content areas.*
  - *The Transition Attainment Record must be completed by the educational team and not by one teacher.*

Rewards or motivational strategies related to state-required assessments shall be consistent with those applied within the regular curriculum (e.g., positive behavior support systems) or within the larger school program in general. Local school board funds, or cash awards from school activity funds generated by students, shall not be used for student incentives to: (a) attend school during the testing window, (b) participate in assessment activities, or (c) perform well on state-required assessments.

- **Educational Defensibility:** No test preparation practice shall increase students' test scores on the statewide assessment components without simultaneously increasing students' ability to apply the content tested to real life or simulated real-life situations.  
Activities that are created or implemented for the sole purpose of increasing test scores and do not contribute to the student's overall education are considered in violation of this regulation. Examples of such activities include: (a) reproducing in any way any part of secure testing materials; (b) reviewing secure test items with students; and (c) displaying posters or charts containing information for the purpose of aiding students during test administration.
  - *The Assessment Probes in the portfolio may not be directly taught.*
  - *The Attainment Tasks are secure materials and must follow the above guidelines.*
- **Student Ownership:** All assessment work shall be done entirely by the student. No one shall coach, edit, or point out errors in student work on the open response or multiple choice portions of the test.
  - *The portfolio work sample must be completed by the student. Any prompts provided by the teacher must be noted.*
  - *The work must reflect independent student performance and understanding.*

- *The scores for the Attainment Tasks and the Transition Attainment Record must reflect independent answers.*
- **Accommodations:** The guidelines regarding acceptable use of adaptations, modifications, assistive technology, cueing, prompting, etc. presented in the KY Alternate Assessment Administration Guide must be followed. The use of any accommodation/assistive device that is not a regular part of daily instruction (e.g. the student uses a communication system for the assessment entry but does not use the same system as a regular part of their instructional day).
- **Student Performance:** There should be no fabrication or manipulation of student work or performance data.

I have reviewed the Code of Ethics for Kentucky Alternate Assessment

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date

*The Code of Ethics signed by the submitting teacher and the building level administrator must be included in with the student's alternate assessment at the time of submission. Failure to include the signed Code of Ethics will result in filing an alleged allegation and subsequent investigation.*

Student Name: \_\_\_\_\_ Location of AAAP: \_\_\_\_\_  
(School and location within the building)